



Disability Advisory Committee Meeting Minutes Notes/Action Items

Tuesday, February 19, 2019
Time: 1:00 P.M. – 2:00 P.M.
Location: Conference Room 510
Sponsor: Nicole Placencia

Team Members in Attendance: Stephanie Leibforth, Anthony Scott, Carlos Arce, Amanda Ohman, Martina Cruz-Rivas

Absent Members: Melinda Coy

Time	Topic/Discussions	Notes	Action Items
1:00 - 1:05	Welcome/ Introductions Melinda Coy, Chair	Stephanie welcomed everyone.	
1:05 - 1:10	Review and Approve January 22, 2019 Meeting Minutes	Carlos motioned to approve minutes; Anthony second. A vote was taken. The minutes were approved.	
1:10 - 1:25	Planning of Activities and Resources Brochure	There was discussion about having a brochure to pass out after the mental health fair. The brochure would include resources for stress relief, depression, anxiety and reasonable accommodation. The brochure can be uploaded to SharePoint. There can be email blasts after the fair to remind staff of resources with embedded links.	A subcommittee was formed to plan the sharing of resources.

1:25 – 2:45	Mental Health Fair Planning	<p>There was discussion about having the fair in the courtyard on May 23, 2019 from 11 am to 2pm.</p> <p>There was discussion on who to invite to the fair and what vendors should be solicited to be a part of the fair. HCD has satellite offices and people with different schedules. There was discussion on how everyone could be reached.</p> <p>Vendors could include alternative health providers such as yoga instructors.</p> <p>The focus of the fair will be stress, depression and anxiety because they were at the top of the list from the employee survey.</p> <p>There was discussion about looking into the resources that HCD and CalHR had to assist with the fair such as EAP resources and health providers.</p>	The subcommittee formed for the brochure will also plan out the fair.
1:45 – 1:50	Statewide Disability Advisory Council Report	Council meeting postponed until February 21, 2019	
1:50 – 1:55	Public Comment	No public comment.	
2:00	Adjourn - Next Meeting:	March 19, 2019, 1:00 pm	